- (5) An incident reporting process.
- (6) A performance evaluation.

§117.9 Fatigue education and awareness training program.

- (a) Each certificate holder must develop and implement an education and awareness training program, approved by the Administrator. This program must provide annual education and awareness training to all employees of the certificate holder responsible for administering the provisions of this rule including flightcrew members, dispatchers, individuals directly involved in the scheduling of flightcrew members, individuals directly involved in operational control, and any employee providing direct management oversight of those areas.
- (b) The fatigue education and awareness training program must be designed to increase awareness of:
 - (1) Fatigue:
- (2) The effects of fatigue on pilots;
 - (3) Fatigue countermeasures
- (c) (1) Each certificate holder must update its fatigue education and awareness training program every two years and submit the update to the Administrator for review and acceptance.
- (2) Not later than 12 months after the date of submission of the fatigue education and awareness training program required by (c)(1) of this section, the Administrator shall review and accept or reject the update. If the Administrator rejects an update, the Administrator shall provide suggested modifications for resubmission of the update.

§117.11 Flight time limitation.

- (a) No certificate holder may schedule and no flightcrew member may accept an assignment or continue an assigned flight duty period if the total flight time:
- (1) Will exceed the limits specified in Table A of this part if the operation is conducted with the minimum required flightcrew.
- (2) Will exceed 13 hours if the operation is conducted with a 3-pilot flightcrew.
- (3) Will exceed 17 hours if the operation is conducted with a 4-pilot flightcrew.

- (b) If unforeseen operational circumstances arise after takeoff that are beyond the certificate holder's control, a flightcrew member may exceed the maximum flight time specified in paragraph (a) of this section and the cumulative flight time limits in 117.23(b) to the extent necessary to safely land the aircraft at the next destination airport or alternate, as appropriate.
- (c) Each certificate holder must report to the Administrator within 10 days any flight time that exceeded the maximum flight time limits permitted by this section. The report must contain the following:
- (1) A description of the extended flight time limitation and the circumstances surrounding the need for the extension; and
- (2) If the circumstances giving rise to the extension were within the certificate holder's control, the corrective action(s) that the certificate holder intends to take to minimize the need for future extensions.
- (d) Each certificate holder must implement the corrective action(s) reported in paragraph (c)(2) of this section within 30 days from the date of the extended flight time limitation.

§ 117.13 Flight duty period: Unaugmented operations.

- (a) Except as provided for in §117.15, no certificate holder may assign and no flightcrew member may accept an assignment for an unaugmented flight operation if the scheduled flight duty period will exceed the limits in Table B of this part.
- (b) If the flightcrew member is not acclimated:
- (1) The maximum flight duty period in Table B of this part is reduced by 30 minutes.
- (2) The applicable flight duty period is based on the local time at the theater in which the flightcrew member was last acclimated.

§117.15 Flight duty period: Split duty.

For an unaugmented operation only, if a flightcrew member is provided with a rest opportunity (an opportunity to sleep) in a suitable accommodation during his or her flight duty period, the time that the flightcrew member spends in the suitable accommodation